



**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT**

**RESOLUTION NO. 2008-01**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY, A COMMUNITY SERVICES DISTRICT (CSD) STATING THE  
DISTRICT'S POLICY REGARDING RETENTION AND DESTRUCTION OF TAPE AND  
RECORDINGS OF OPEN AND PUBLIC MEETINGS**

**WHEREAS**, the Town of Discovery Bay CSD is a governmental agency that has adopted a records retention policy in Resolution 2006-06 pursuant to authority under the Public Records Act (Government Code, Section 6250 et. seq. and Section 12236)

**WHEREAS**, the Brown Act (Government Code, Section 54953.5(b)) provides that a governmental agency has authority to erase and destroy tapes and or recordings of open, public meetings 30 days after said meeting;

**WHEREAS**, the Town of Discovery Bay CSD desires to amend its policy relating to erasing any tapes or recordings of open meetings to no sooner than 365 days after said meetings as opposed to the minimum in the Brown Act;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Town of Discovery Bay CSD as follows:

1. The Town of Discovery Bay CSD hereby adopts a policy of erasing and destroying of tapes and any other recordings of open meetings no sooner than three hundred and sixty-five (365) days after said meetings.
2. For purposes of this resolution, "tapes or other recordings" includes any audio recording, video recording, or audio-visual recording, whether on magnetic tape, magnetic wire, electronic disk, memory card, or any other device or system which is used to record open meetings.

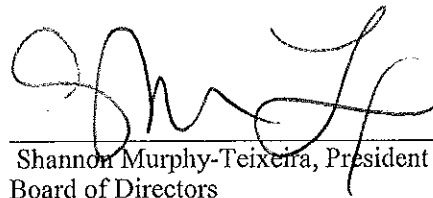
**PASSED AND ADOPTED** by the Board of Directors, at a regular meeting thereof, held on January 16, 2008, by the following vote:

AYES: 4


NOES: 1

ABSENT: 0

ABSTENTION: 0

  
Shannon Murphy-Teixeira, President  
Board of Directors

ATTEST:

  
VIRGIL KOEHNE, Secretary  
Board of Directors



**Town of Discovery Bay  
Community Services District**

**RESOLUTION NO. 2008-02**

A RESOLUTION OF APPLICATION OF THE TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT INITIATING PROCEEDINGS WITH THE LOCAL AGENCY  
FORMATION COMMISSION (LAFCO) OF CONTRA COSTA COUNTY FOR  
THE ANNEXATION OF THE KNIGHTSEN SCHOOL "OLD RIVER ELEMENTARY" PARCEL 17.42 ACRES  
TO THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT

**BE IT RESOLVED** by the Board of Directors of the Town of Discovery Bay Community Services District (CSD) that this District does hereby apply to the Local Agency Formation Commission of Contra Costa County ("LAFCo") for annexation to the Town of Discovery Bay CSD of  $\pm 17.42$  acre parcel as follows:

1. This proposal is made, and it is requested that proceedings be taken, pursuant to Part 2 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with section 56000 of the California Government Code.
2. This proposal is an organization consisting of an annexation to the Town of Discovery Bay CSD.
3. A map of the affected territory is set forth in Exhibit "A", attached hereto and by this reference incorporated herein.
4. A legal description of the affected territory is set forth in Exhibit "B", attached hereto and by this reference incorporated herein.
5. The terms and conditions proposed for this annexation are that the affected territory shall be subject to the ordinances and regulations of the Town of Discovery Bay CSD.
6. The reason for this proposed annexation is to enable the Town of Discovery Bay CSD to provide water and wastewater services to the Knightsen Elementary School District's "Old River Elementary" School located on Bixler Road for beneficial use of the Old River Elementary School Only.
7. It is requested that proceedings be taken pursuant to Part 2 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.
8. The proposal is consistent with the Sphere of Influence at the Town of Discovery Bay CSD.
9. A plan for providing services for the territory to be annexed to the Town of Discovery Bay CSD is attached hereto and marked "Exhibit C".
10. The Town of Discovery Bay CSD hereby waives all rights to a property tax exchange, and requests no property tax exchange from Contra Costa County for the proposed annexation to the Town of Discovery Bay CSD.
11. The Town of Discovery Bay CSD certifies that it has considered the action of Knightsen School District as lead agency pursuant to the California Environmental Quality Act (CEQA), which has determined that this proposed annexation, and the extension of water and wastewater services to the land to be annexed, is exempt from the requirements of CEQA pursuant to Title 14, California Code of Regulations, §§ 15319(a) and 15319(b).

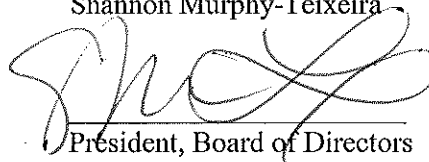
12. Communications, reports, and notices regarding this application should be addressed to Virgil Koehne, General Manager, Town of Discovery Bay CSD, 1800 Willow Lake Road, Discovery Bay, CA 94505, telephone number (925) 634-1131, or fax (925) 513-2705.

**BE IT FURTHER RESOLVED** that the Secretary is directed to send certified copies of this resolution to the Executive Officer of LAFCo

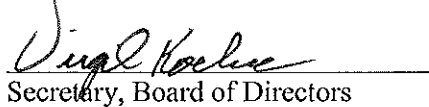
PASSED AND ADOPTED by the Board of Directors of the Town of Discovery Bay CSD, at their regular meeting thereof, held on, February 6, 2008 by the following vote:

AYES: 5  
NOES: 0  
ABSTENTION: 0  
ABSENT: 0

Shannon Murphy-Teixeira

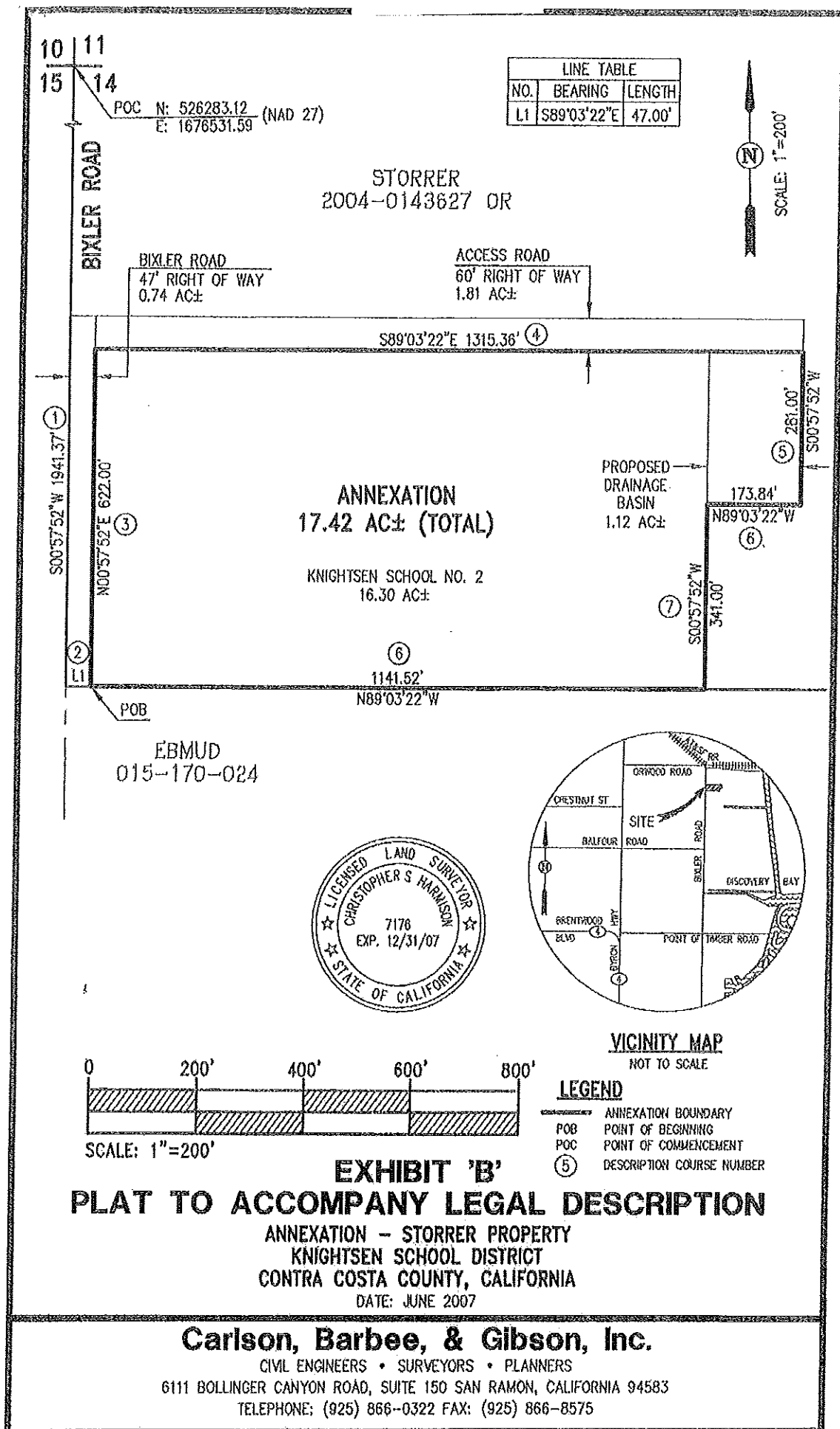
  
President, Board of Directors

ATTEST:  
VIRGIL KOEHNE

  
Secretary, Board of Directors

I certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Board of Directors of the Town of Discovery Bay CSD, at their regular meeting thereof, held on February 6, 2008.

# EXHIBIT "A"



JUNE 19, 2007  
JOB NO.: 1436-00  
AREA TO BE ANNEXED INTO THE  
KNIGHTSEN SCHOOL DISTRICT  
CONTRA COSTA COUNTY, CALIFORNIA  
LAFCO \_\_\_\_ - \_\_\_\_

**EXHIBIT "B"**

REAL PROPERTY SITUATE IN THE UNINCORPORATED TERRITORY OF THE COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEING A PORTION OF THAT CERTAIN PARCEL OF LAND GRANTED TO PHILIP P. STORRER AND KARLA P. STORRER BY DEED RECORDED APRIL 22, 2004, IN DOCUMENT NO. 2004-0143627 OF OFFICIAL RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF CONTRA COSTA COUNTY, SAID PARCEL OF LAND ALSO BEING A PORTION OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 1 NORTH, RANGE 3 EAST, MOUNT DIABLO MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 14, HAVING CALIFORNIA COORDINATE SYSTEM, ZONE III, COORDINATES OF NORTH 526283.12, EAST 1676531.59 (NAD 27);

- 1) THENCE, FROM SAID POINT OF COMMENCEMENT, ALONG THE WESTERN LINE OF SAID SECTION 14, SOUTH 00°57'52" WEST (THE BEARING OF SAID WESTERN LINE BEING TAKEN AS SOUTH 00°57'52" WEST FOR THE PURPOSE OF MAKING THIS DESCRIPTION) 1,941.37 FEET TO THE SOUTHWESTERN CORNER OF SAID PARCEL OF LAND;
- 2) THENCE, FROM SAID SOUTHWESTERN CORNER, ALONG THE SOUTHERN LINE OF SAID PARCEL OF LAND, SOUTH 89°03'22" EAST 47.00 FEET TO THE POINT OF BEGINNING FOR THIS DESCRIPTION;
- 3) THENCE, FROM SAID POINT OF BEGINNING, LEAVING SAID SOUTHERN LINE, ALONG A LINE PARALLEL WITH, AND FORTY-SEVEN (47.00) FEET EASTERLY OF SAID WESTERN LINE OF SECTION 14, NORTH 00°57'52" EAST 622.00 FEET;
- 4) THENCE, LEAVING SAID PARALLEL LINE, SOUTH 89°03'22" EAST 1,315.36 FEET;
- 5) THENCE, SOUTH 00°57'52" WEST 281.00 FEET;
- 6) THENCE, NORTH 89°03'22" WEST 173.84 FEET;
- 7) THENCE, SOUTH 00°57'52" WEST 341.00 FEET TO A POINT ON SAID SOUTHERN LINE;

LEGAL DESCRIPTION  
PAGE 2 OF 2

JUNE 19, 2007  
JOB NO.: 1436-00

8) THENCE, ALONG SAID SOUTHERN LINE, NORTH 89°03'22" WEST 1,141.52  
FEET TO SAID POINT OF BEGINNING.

CONTAINING 17.42 ACRES OF LAND, MORE OR LESS.

ATTACHED HERETO IS A PLAT TO ACCOMPANY LEGAL DESCRIPTION, AND BY THIS  
REFERENCE MADE A PART HEREOF.

END OF DESCRIPTION



Christopher S. Harmison  
CHRISTOPHER S. HARMISON, P.L.S.  
L.S. NO. 7176  
EXPIRES: DECEMBER 31, 2007

## **EXHIBIT "C"**

### **Town of Discovery Bay Community Services District Plan for Providing Water and Wastewater Services to the Knightsen Elementary School District**

#### **WATER**

Potable water from the Town of Discovery Bay Community Services District ("CSD") would be connected from the existing 16-inch line at Westport Circle and North Lake Front Road. A 10-inch water line will be extended from that point approximately 150 feet to Bixler Road, and then it would continue north on Bixler Road for 1,800 feet to the proposed school access road (Learning Way). The 10-inch water line would then continue another 900 feet along the school access road (Learning Way), and tie in to the school water distribution connection. The water use is based on the final capacity of the school, which is projected to be 700 students and 60 staff members. The water needs are based on 589 gallons per minute (gpm) peak flow for the school and a fire protection water minimum of 1,500 gpm. Water for landscaping and irrigation will be provided from a service water source and are not included in the potable water requirements. There will be no other uses except for the requirements of the school.

#### **WASTEWATER**

Wastewater services will also be provided for the school by the Town of Discovery Bay CSD. The Knightsen Elementary School District proposed to construct a small lift station at the southwestern edge of the school property according to the Town of Discovery Bay CSD's standards, and then dedicate it to the Town of Discovery Bay CSD after it is constructed. The Town of Discovery Bay CSD also plans to have about 900 ft. of new 4-inch PVC force main/gravity low pipeline installed to connect the new proposed lift station and to an existing wastewater manhole nearby.

The Knightsen Elementary School District will provide total funding for both the water and wastewater infrastructure needed along with the standard connection fees. This funding has been provided through State Financial Hardship grants.



Town of Discovery Bay  
Community Services District  
Resolution No. 2008-03

RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY  
COMMUNITY SERVICES DISTRICT (CSD) NOMINATING DAVID PIEPHO AS  
THIS SPECIAL DISTRICT'S NOMINATION TO THE CONTRA COSTA COUNTY  
LOCAL AGENCY FORMATION COMMISSION (LAFCO)  
AS A SPECIAL DISTRICT REPRESENTATIVE

**WHEREAS**, pursuant to the Contra Costa County's Local Agency Formation Commission (LAFCO) request, for the call of nominations for a Special District Representative to the Contra Costa County Local Agency Formation Commission.

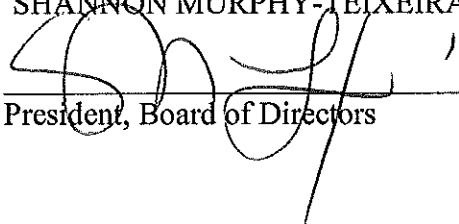
**NOW, THEREFORE, BE IT RESOLVED** that the Town of Discovery Bay Community Services District does the following:

1. Nominate Mr. David Piepho to be this Special District's Representative to the upcoming LAFCO, Monday, April 21, 2008 election, for the office of Special District Representative.
2. This Resolution shall be effective immediately.

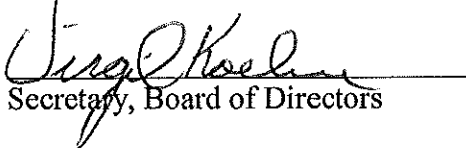
**PASSED AND ADOPTED** by the Board of Directors of the Town of Discovery Bay CSD at their regular meeting thereof, held on March 19, 2008, by the following vote:

AYES:	<u>3</u>
NOES:	<u>1</u>
ABSENT:	<u>1</u>
ABSTENTION:	<u>—</u>

SHANNON MURPHY-TEIXEIRA

  
President, Board of Directors

ATTEST:  
VIRGIL KOEHNE

  
Secretary, Board of Directors



Resolution 2008-04  
Town of Discovery Bay  
Community Services District

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY COMMUNITY SERVICE DISTRICT (CSD)  
COMMENDING

**Allan Petersdorf**

WHEREAS, Allan Petersdorf, Principal of Discovery Bay Elementary School, has been named Principal of the Year for 2007-2008 by the Association of School Administrators; and

WHEREAS, under the guidance of Allan Petersdorf, Discovery Bay Elementary School's test scores have surpassed the state target, with an all time high score of 813; and

WHEREAS, the commitment, dedication, and leadership of Allan Petersdorf has been an inspiration, not only for the students, faculty, and parents of Discovery Bay Elementary School, but for the citizens of Discovery Bay as well; and

WHEREAS, the Board of Directors of the Town of Discovery Bay Community Services District offers its most grateful and sincere congratulations to Allan Petersdorf for his inspiring leadership and contributions to the community, to the Discovery Bay Elementary School, and to the Byron Unified School District; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY CSD commends Allan Petersdorf, Principal of Discovery Bay Elementary School for his outstanding record and accomplishments and that a copy of this resolution shall be provided to Allan Petersdorf.

PASSED AND ADOPTED by the Board of Directors of the Town of Discovery Bay CSD, at their regular meeting thereof, held on May 21<sup>st</sup>, 2008 by the following vote:

AYES:	<u>5</u>
NOES:	<u>0</u>
ABSTENTIONS:	<u>0</u>
ABSENT:	<u>0</u>

Shannon Murphy-Teixeira,

President, Board of Directors

ATTEST:

Virgil Koehne,

Virgil Koehne  
Secretary, Board of Directors



**Town of Discovery Bay  
Community Services District**

**RESOLUTION NO. 2008-05**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY, A COMMUNITY SERVICES DISTRICT (District) ORDERING  
EVEN-YEAR BOARD OF DIRECTORS ELECTION; CONSOLIDATION OF ELECTIONS; AND  
SPECIFICATIONS OF THE ELECTION ORDER**

**WHEREAS**, California Elections Code requires a general district election be held in each district to choose a successor for each elective officer whose term will expire on the first Friday in December following the election to be held on the first Tuesday after the first Monday in November in each even-numbered year; and

**WHEREAS**, other elections may be held in whole or in part of the territory of the district and it is to the advantage of the district to consolidate pursuant to Elections Code Section 10400; and

**WHEREAS**, Elections Code Section 10520 requires each district involved in a general election to reimburse the county for actual costs incurred by the county elections officials in conducting the election for that district; and

**WHEREAS**, Elections Code Section 13307 requires that before the nominating period opens the district board must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; determine the number of words, may estimate the cost; and determine whether the estimate must be paid in advance; and

**WHEREAS**, Elections Code Section 12112 requires the elections official of the principal county to publish a notice of the election once in a newspaper of general circulation in the district;

**NOW, THEREFORE, BE IT RESOLVED** that an election be held within the territory included in this district on the 4<sup>th</sup> day of November, 2008, for the purpose of electing members to the Board of Directors of said district in accordance with the following specifications:

### SPECIFICATIONS OF THE ELECTION ORDER

1. The Election shall be held on Tuesday, the 4<sup>th</sup> day of November, 2008. The purpose of the election is to choose members of the board of directors for the following seats:  
Board of Director - Term End Date 12/05/2008  
Board of Director - Term End Date 12/05/2008
2. The District has determined that the Candidate will pay for the Candidate's Statement. The Candidate's Statement will be limited to 300 words. As a condition of having the Candidate's Statement published, the candidate shall pay the estimate cost at the time of filing. The District hereby accepts the Election Division estimated cost for a candidate statement as the following: \$540.00.
3. The district directs that the County Registrar of Voters of the principal county publish the Notice of Election in a newspaper of general circulation that is regularly circulated in the territory.
4. The Board hereby requests and consents to the consolidation of this election with other elections which may be held in whole or in part of the territory of the district, pursuant to Elections Code 10400.
5. The district will reimburse the county for the actual cost incurred by the county elections official in conducting the general district election upon receipt of a bill stating the amount due as determined by the elections official.
6. The Secretary of the Board is ordered to deliver copies of this Resolution, to the Registrar of Voters.

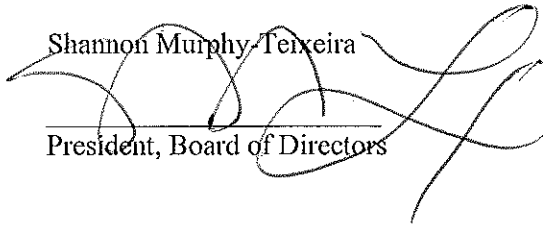
**PASSED AND ADOPTED** by the Board of Directors of the Town of Discovery Bay Community Services District, at their regular meeting thereof, held on June 4, 2008 by the following vote:

AYES: 3  
NOES: 0  
ABSENT: 2  
ABSTENTION: 0

ATTEST:

  
Virgil Koehne, Secretary  
Board of Directors

Shannon Murphy-Teixeira

  
President, Board of Directors



**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT**

**RESOLUTION NO. 2008-06**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT (CSD)  
CONCERNING THE RAVENSWOOD  
IMPROVEMENT DISTRICT – DB L&L ZONE # 9 - ANNUAL ASSESSMENT**

WHEREAS, the Board of Directors of the Town of Discovery Bay CSD, pursuant to a will-serve letter with the developer of that subdivision known as Ravenswood, has formed a landscaping, park, lighting and open space district, known as Ravenswood Improvement District – DB L&L Zone #9, for the purpose of providing for the operation and maintenance of landscaping, parks, street lights and open space installed in said subdivision by developer; and

WHEREAS, the Board of Directors now desires to levy the annual assessment for fiscal year 2008-2009 for such district.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Town of Discovery Bay as follows:

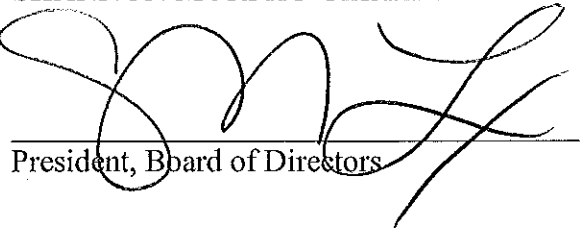
1. The Board of Directors of the Town of Discovery Bay Community Services District, in an effort to deter crime, provide traffic safety, aid law enforcement, and provide a better neighborhood environment has formed an assessment district pursuant to California Streets & Highway Code, Division 15, Part 2, sections 22500 and following, pursuant to Resolution 2005-03.
2. The improvements, the operation and maintenance of which are intended to be funded by the assessments levied by the proposed assessment district, include all expenses associated with the maintenance and operation of non-privately owned landscaping, parks, street lights, and open space in the subdivision 8710 known as Ravenswood.
3. The assessment district consists of that property generally described as Subdivision 8710-Ravenswood being a subdivision of a portion of the Northwest quarter of Section 26, Township 1 North, Range 3 East, Mount Diablo Meridian as recorded in Book 458 of Maps, Pages 1-15, Contra Costa County Records.
4. There are no proposed new improvements or substantial change in existing improvements in said district.

5. HERWIT Engineering is hereby ordered to prepare a report for annual assessment for the assessment District in accordance with Article 4, of Chapter 1, of Part 2, of Division 15 (commencing with § 22565), of the California Streets and Highways Code, and to file it with the Secretary of the Board of Directors of the Town of Discovery Bay Community Services District.
6. The Board of Directors finds and declares that the formation of the assessment district, and the levy of assessments, is exempt from the requirement of the California Environmental Quality Act (CEQA), pursuant to Title 14 of the California Code of Regulations section 15273(a), in that such formation and levy is not designed to increase services, or expand a system, but is for the purpose, with respect to systems already determined to be installed pursuant to the various documents approving the Ravenswood subdivision, of meeting operating expenses, purchasing supplies, equipment and materials, meeting financial reserve needs, and obtaining funds necessary for repair and replacement to maintain such services and systems.
7. If, and when, the annual assessment is levied, the Secretary of the Board of Directors is authorized and directed to file a notice of exemption from CEQA.

PASSED AND ADOPTED by the Board of Directors of the Town of Discovery Bay Community Services District, at a regular meeting thereof, held on May 21, 2008, by the following vote:

AYES:	<u>5</u>
NOES:	<u>0</u>
ABSENT:	<u>0</u>
ABSTENTION:	<u>0</u>

SHANNON MURPHY-TEIXEIRA



\_\_\_\_\_  
President, Board of Directors

ATTEST:

VIRGIL KOEHNE



\_\_\_\_\_  
Secretary, Board of Directors



**Town of Discovery Bay  
Community Services District**

**RESOLUTION NO. 2008-07**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT TO CONTINUE COLLECTION OF SEWERAGE AND WATER SERVICE CHARGES ON THE COUNTY TAX ROLL FOR THE 2008-2009 YEAR WITH THE APPROVED ANNUAL CONSUMER PRICE INDEX INCREASE OF 3.0%**

**WHEREAS**, the Board of Directors of the Town of Discovery Bay Community Services District ("CSD") finds and declares that sewerage and water service fees for service were established by the District pursuant to its Ordinance No. 18 with an Amendment of Ordinance No. 14, and accepted and continued in effect by DBCSD Ordinance No. 1, including collection of those charges on the County tax roll;

**WHEREAS**, the Board of Directors of the Town of Discovery Bay CSD has approved at their regular meeting on May 7, 2008 the annual Consumer Price Index ("CPI") for the 2008-09 Tax Roll Year of 3.0% in accordance with Section 2 of Ordinance No. 18;

**WHEREAS**, the Board of Directors of the Town of Discovery Bay CSD further finds and declares that the Town of Discovery Bay CSD has prepared a report of all parcels in the district receiving services and facilities, and the amount of the charge for each parcel for the year, computed in conformity with the charges prescribed in the Ordinances listed above; and that written notice of said report was mailed to each person to whom any parcel of real estate described in such report is assessed; and that the Town has held a public hearing pursuant to California Government Code section 61115.(b);

**WHEREAS**, the Board of Directors of the Town of Discovery Bay CSD further finds and declares that the annual charge for sewerage and water services and facilities shall continue to be collected on the County tax roll.

**NOW, THEREFORE**, the Town of Discovery Bay CSD does hereby resolve and order as follows:

1. That sewerage and water service fees were established by the District pursuant to its Ordinance No. 18 with an Amendment of Ordinance No. 14, and accepted and continued in effect by DBCSD Ordinance No. 1.
2. The board approved the annual CPI increase of 3.0% for the 2008-09 tax roll year in accordance with Section 2 of Ordinance No. 18 at their regular board meeting on May 7, 2008 after conduct of a Proposition 218 protest hearing, at which no majority protest was received.
3. The Town of Discovery Bay CSD has prepared a report of all parcels in the district receiving services and facilities, and the amount of the charge for each parcel for the year as prescribed in the Ordinances listed above.

4. A written notice of said report was mailed to each person to whom any parcel of real estate described in such report is assessed.

5. The Town of Discovery Bay CSD has held a public hearing pursuant to California Government Code section 61115.(b).

6. The Board of Directors of the Town of Discovery Bay CSD further finds and declares that the annual charge for sewerage and water services and facilities shall continue to be collected on the County tax roll.

**PASSED AND ADOPTED** by the Board of Directors of the Town of Discovery Bay CSD, at their regular meeting thereof, held on July 16, 2008 by the following vote:

AYES:	<u>5</u>
NOES:	<u>0</u>
ABSTENTION:	<u>0</u>
ABSENT:	<u>0</u>

SHANNON MURPHY-TEIXEIRA

President, Board of Directors

ATTEST:

VIRGIL KOEHNE

Virgil Koehne  
Secretary Board of Directors





**Town of Discovery Bay  
Community Services District  
RESOLUTION NO. 2008-08**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY,  
A COMMUNITY SERVICES DISTRICT CALLING AN APPROPRIATIONS LIMIT  
ELECTION FOR THE DISCOVERY BAY LANDSCAPING & LIGHTING ZONE #8  
DISTRICT (DB L&L ZONE #8) PREVIOUSLY KNOWN AS COUNTY SERVICE AREA M-8

**WHEREAS**, Article XIIIB of the California Constitution provides that the appropriations limit otherwise applicable to a government entity may be changed by the electors of such entity, subject to and in conformity with constitutional and statutory voting requirements; and

**WHEREAS**, the electors of DB L&L Zone 8 have previously increased the appropriations limit to \$715,000.00 through the fiscal year 2007-2008; and

**WHEREAS**, Article XIII B of the California Constitution provides that any increase in the appropriations limit shall in no event exceed four years; and

**WHEREAS**, the Board of Directors believes that it is in the best interest of the residents of Discovery Bay that the appropriations limit of \$715,000.00 continue in order to maintain the present level of services to DB L&L Zone 8;

**WHEREAS**, a statewide election will be held on November 4, 2008.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Directors of the Town of Discovery Bay CSD as follows:

1. Date, Consolidation: Pursuant to Section 4 of Article XIIIB of the California Constitution an appropriation limit election is hereby called for the DB L&L Zone #8 District on November 4, 2008 and it shall be consolidated with any other election in the DB L&L Zone #8 District on that date.

2. Ballot Measure: The election shall be conducted by submitting to the voters of DB L&L Zone #8 District the ballot measure requiring a majority vote for passage in substantially the following form:

"Shall the appropriations limit under California Constitution Article XIIIB continue at \$715,000.00 and be adjusted for changes in the cost-of-living and population, with the increase effective for Fiscal Year 2008-2009 through 2011-2012 (inclusive) to provide for the expenditure of funds that will be available to DB L&L Zone #8 District for the stated fiscal years."

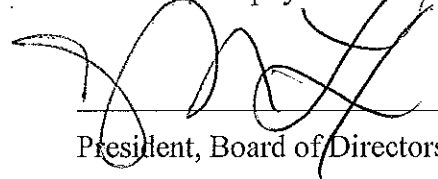


3. Notice, Conduction: The County Clerk Elections shall take all steps necessary to provide appropriate notice of the election and to conduct it in accordance with applicable provisions of the Election Code 10002. The District shall reimburse Contra Costa County for the proportionate share of actual costs incurred by the County Elections Official in connection with the conduct of this election.

**PASSED AND ADOPTED** by the Board of Directors of the Town of Discovery Bay CSD, at their regular meeting thereof, held on July 16, 2008 by the following vote:

AYES:	<u>5</u>
NOES:	<u>0</u>
ABSTENTION:	<u>0</u>
ABSENT:	<u>0</u>

Shannon Murphy-Teixeira



President, Board of Directors

Attest:

Virgil Koehne



Secretary, Board of Directors



**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT**

**RESOLUTION NO. 2008-09**

**RESOLUTION OF INTENTION OF THE BOARD OF DIRECTORS OF THE  
TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT (CSD)  
TO LEVY AND COLLECT AN ANNUAL ASSESSMENT  
FOR THE RAVENSWOOD IMPROVEMENT DISTRICT – DB L&L ZONE #9**

WHEREAS, the Board of Directors of the Town of Discovery Bay Community Services District (CSD), pursuant to a development agreement with the developer of that subdivision known as Ravenswood formed a landscaping, park, lighting and open space district, for the purpose of providing for the operation and maintenance of landscaping, park, lighting and open space installed in said subdivision by developer; and

WHEREAS, said subdivision is generally located along Blake Court, Coleridge Way, Wilde Drive, Shakespeare Court, Slifer Court and Seuss Court, and

WHEREAS, the Board of Directors now desires to declare its intention to levy an annual assessment within such district.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Town of Discovery Bay CSD as follows:

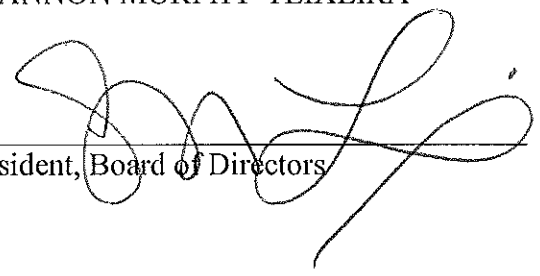
1. The Board of Directors of the Town of Discovery Bay CSD, in an effort to deter crime, provide traffic safety, aid law enforcement, and provide a better neighborhood environment has formed an assessment district pursuant to California Streets & Highway Code, Division 15, Part 2, sections 22500 and following, and to levy and collect assessments thereunder, pursuant to Resolution 2005-03.
2. The improvements, the operation and maintenance of which are intended to be funded by the assessments levied by the proposed assessment district, include all expenses associated with the maintenance and operation of non-privately owned landscaping, park, lighting and open space in the subdivision known as Ravenswood.
3. The assessment district consists of that property generally described as Subdivision 8710-Ravenswood being a subdivision of a portion of the Northwest quarter of Section 26, Township 1 North, Range 3 East, Mount Diablo Meridian as recorded in Book 458 of Maps, Pages 1-15, Contra Costa County Records.

4. The designation for the assessment district is "Ravenswood Improvement District" –DB L&L Zone #9.
5. HERWIT Engineers have prepared and filed with the Secretary of the Board of Directors a report detailing the full and detailed designation of the improvements, and the boundaries of, and the proposed assessments upon assessable lots and parcels of land within, the Ravenswood Improvement District, and the Board of Directors hereby adopts and approves said report.
6. A hearing by the Board of Directors on the question of levy of annual assessments of the Ravenswood Improvement District –DB L&L Zone #9 will be held at 7:00 p.m., on August 6, 2008, at 1800 Willow Lake Road, Discovery Bay, CA 94505.
7. The proposed annual assessment for the fiscal year 2008-2009 is not expected to increase from fiscal year 2007-2008.

PASSED AND ADOPTED by the Town of Discovery Bay Community Services District Board of Directors, at a regular meeting thereof, held on August 6, 2008, by the following vote:

AYES: 4  
NOES: 0  
ABSENT: 1  
ABSTENTION: 0

SHANNON MURPHY-TEIXEIRA

  
\_\_\_\_\_  
President, Board of Directors

ATTEST:

VIRGIL KOEHNE

  
\_\_\_\_\_  
Secretary, Board of Directors



**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT**

**RESOLUTION 2008-10**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF  
DISCOVERY BAY COMMUNITY SERVICES DISTRICT CONFIRMING THE  
REPORT AND ORDERING THE LEVY  
AND COLLECTION OF CHARGES FOR THE ANNUAL ASSESSMENTS FOR  
RAVENSWOOD IMPROVEMENT DISTRICT ASSESSMENTS  
WITHIN THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT**

WHEREAS, all property owners in Ravenswood approved the formation of a landscaping, parks, lighting and open space assessment district pursuant to California Streets and Highways Code sections 22500 and following; and

WHEREAS, the formation of such district, and the levy of assessment on the real property therein was approved by the landowners in such district in accordance with California Constitution Article XIID (Proposition 218); and

WHEREAS, the assessments against the real property in each assessment area are not levied with regard to property values and these assessments are for the purpose of paying for the operation and maintenance of landscaping, parks, lighting and open space installed in such district; and

WHEREAS the assessment for fiscal year 2008-2009 is the same as that assessed by Resolution 2005-03, and is Four Hundred and Thirty One Dollars (\$431.00) per lot.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT AS FOLLOWS:

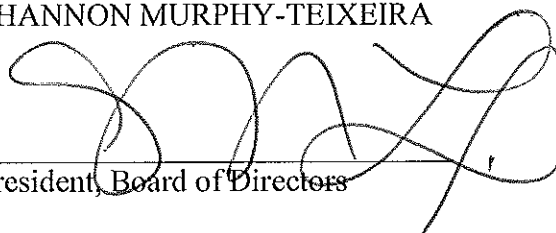
1. The above recitals are true and correct.
2. The report, diagram and assessment set forth in that report ("Report") prepared by HERWIT Engineers for the Ravenswood Improvement for fiscal year 2008-2009 is adopted and confirmed.

3. The assessment specified in the Report for the Ravenswood District, for fiscal year 2008- 2009 is hereby imposed on the real property within such district for fiscal year 2008-2009.
4. The Board of Directors of the Town of Discovery Bay Community Services District orders the levy and collection of such assessments in accordance with California Streets and Highway Code sections 22645 and 22646.
5. The Secretary of the Board of Directors is authorized and directed to file the diagram and assessments, and any other necessary documents, with the Auditor-Controller of Contra Costa County in accordance with California Streets and Highway Code section 22641.

PASSED AND ADOPTED by the Town of Discovery Bay Community Services District Board of Directors at a regular meeting thereof held on August 6, 2008 by the following vote:

AYES:	<u>4</u>
NOES:	<u>0</u>
ABSENT:	<u>1</u>
ABSTENTION:	<u>0</u>

SHANNON MURPHY-TEIXEIRA

  
\_\_\_\_\_  
President, Board of Directors

ATTEST:

VIRGIL KOEHNE

  
\_\_\_\_\_  
Secretary, Board of Directors

**FINAL ASSESSMENT ENGINEER'S  
REPORT**

**Prepared for the**

**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT**

**Landscaping, Park, Lighting and Open-Space  
Improvements District DB L&L #9**

**For Fiscal Year 2008-2009**

**Prepared by  
HERWIT Engineering**

**6200 Center Street, Suite 310  
Clayton, California 94517  
(925) 672-6599**

**JULY 2008**

**Town of Discovery Bay Community Services District**

**Director and President**  
Shannon Murphy-Teixeira

**Director and Vice President**  
Bob Doran

**Director and Treasurer**  
Patty Knight

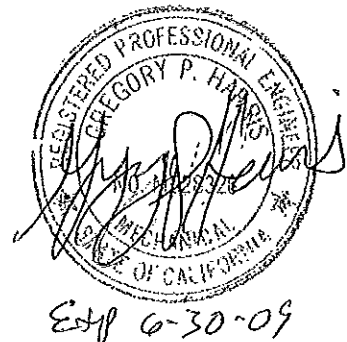
**Director**  
David Piepho

**Director**  
Dave Dove

**General Manager**  
Virgil Koehne

**District's Attorney**  
John W. Stovall, Neumiller & Beardslee

**Assessment Engineer**  
HERWIT Engineering



Date: July 2008

**Assessment Engineers Report  
For  
Landscape, Park, Lighting and Open-Space District DB L&L #9, Zone #1  
Subdivision 8710 (Ravenswood)**

Pursuant to Governmental Code 61710 and procedures of the Landscaping and Lighting District Act of 1972, the Town of Discovery Bay Community Services District (CSD) is responsible for the Landscape, Park, Lighting and Open-Space District DB L&L #9 submits this "Assessment Engineers Report" for the 2008-2009 year, which consists of five (5) parts as follows.

**PART A. Plans and Specifications**

This part describes the improvements in this District. The plans, drawings and specifications are on file in the Town of Discovery Bay CSD District Office. A listing of these documents and drawings are outlined in the original Assessment Engineers Report approved in 2006.

**PART B. Estimate of Cost**

This part contains an estimate of the cost of proposed improvements, including incidental costs and expenses in connection therewith, is as forth on the lists, which are on file in the Town of Discovery Bay CSD District office.

**PART C. Method of Apportionment of Assessment**

This part contains the method by which the undersigned engineering firm has determined the amount proposed to be assigned against each parcel, based upon parcel classification of land within this District, in proportion to the estimated benefits to be received. This listing is also on file in the Town of Discovery Bay CSD District office.

**PART D. District Diagram of Assessment**

This part by reference of a diagram shows the parcel lot numbers that are within this District.

**PART E. Property Owner List & Assessment Roll**

The listing of Assessed parcels and their owners are on file in the Town of Discovery Bay CSD District office.

**Engineers Assessment Report for 2007-2008 year**

During this time period the DB L&L #9, Zone #1 District financial report is as follows:

\$88, 692.98      Annual assessments & investment revenue was received

\$ 7,087.41      Annual expenses (Staff-Administrative expenses) to review various improvement plans and to verify and coordinate construction activities related to said improvements and (Taxes & Assessment expenses).

A copy of the income and expenses is attached to this report.

**\$165,017.12**      Fund total after 2007-2008 annual expenses.

**Note:** The expenses were very low for the 2007-2008 time period. The developer D.R. Horton and their landscape contractor that installed the landscaping improvements started this portion of improvements later in the development of the overall project and the Town of Discovery Bay CSD as of this date has not yet accepted the landscaping work as completed. The Town is anticipated to take over maintenance of the landscaping facilities for approximately 6 months of the upcoming 2008-2009 fiscal year.



The excess revenue for the 2007-2008 year was placed in reserves to build the reserve account per the requirements of the District as adopted in 2006. In addition, there may be several capital expenditures required during the upcoming fiscal year. These expenditures were identified previously in the Assessment Engineers Report approved in 2006.

#### *Current Assessment*

The 2007-2008 fiscal year assessment per parcel based on the engineer's formula defined in the Assessment Engineers Report adopted in 2006 is \$431 per parcel. This is the same as the initial year assessment as defined in the Assessment Engineers Report.

#### *Inflation Adjustment to Maximum Assessment*

The maximum assessment defined in the Assessment Engineers Report adopted in 2006 is \$501 per parcel based upon build out of the facilities and maintenance of the storm water basins. As specified in the Assessment Engineers Report, the maximum assessment is escalated annually by the consumer price index for San Francisco-Oakland-San Jose. At the time of preparation and adoption of the Assessment Engineers Report, the CPI index as published by the Bureau of Labor Statistics (BLS) for the Consolidated Metropolitan Statistical Area (CMSA) covering San Francisco – Oakland – San Jose reported for April 2006 was 208.9. The base year for the index is an average of 1982, 1983, and 1984 (hence 1982-1984=100). On April 2008, the same CPI index is reported as 222.1. Based upon the change in the CPI, the new maximum assessment allowed for the 2008-2009 fiscal year is \$532.65.

#### *Calculation of Maximum Reserve Account Balance*

As stated in the adopted Assessment Engineers Report, the total funds in the reserve account are limited to 200% of the total funds collected by the District's not to exceed annual assessment. The new maximum not to exceed annual assessment allowable for the 2008-2009 fiscal year is \$532.65. This assessment is equally assessed to 203 parcels for an annual total of \$108,127.95. Therefore, the maximum Reserve Account Balance is \$216,255.90. After the reserve account has accrued to the maximum amount, any money received by the District in excess of annual maintenance and administrative costs will be returned to the property owner in the form of a reduced assessment in the following fiscal year.

#### *New Assessment for 2008-2009 Fiscal Year*

It is anticipated the District may take over landscaping responsibilities from the developer this fiscal year. As a result, the District may begin to incur significant expenses for this maintenance. In addition, during this fiscal year, the District is also scheduled to construct several capital improvements identified in the adopted Assessment Engineers report. In addition, the reserve account for the District is still being established.

Based on this report, no change in the existing assessment is required at this time and the assessment for each parcel will remain the same as for the 2007-2008 tax year. The Assessment for the 2008-2009 fiscal year is then \$431 per parcel applied equally to all 203 parcels as defined in the adopted Assessment Engineers Report.

**D.Bay L&L Park Zone #9 District, Zone 1**  
**Revenue & Expenditure Budget vs. Actuals Worksheet 2007-2008**  
**July 1, 2007 through June 30, 2008**

<b>Revenue:</b>	<b>Acct. Code</b>	<b>2007/08 Budget</b>	<b>2007/08 Actuals</b>
Current Funds in Contra Costa County	740	\$88,245	\$83,411.55
Due to other funds-yr end	540		
Disbursements	830		(\$85.00)
Current Property Taxes	9010		\$87,493.00
Property Tax Supplemental/Unitary/Secured	9011/13/30/31		
Property Taxes-Current Unsecured	9020		
Property Taxes-Prior-Unsecured	9035		
Earnings on Investment	9181		\$1,284.98
H/O Prop Tax Relief/State Aid/In Lieu Taxes	9385/9435/9580		
Misc Revenue & Services	9799&9975		
<b>Total Revenue</b>		<b>\$88,245</b>	<b>\$88,692.98</b>

<b>Expenditure: Operating Expenses</b>	<b>Acct. Code</b>	<b>2007/08 Budget</b>	<b>2007/08 Actuals</b>
Office Expenses	2100	(\$150)	
Postage	2103	(\$50)	
Communications (Messenger, Radio, etc)	2110	(\$90)	
Utilities (Street Lights, Water & Garbage)	2120	(\$5,000)	
Small Tools & Instruments	2130	(\$100)	
Maintenance of Equipment	2270	(\$300)	
Automotive Supplies & Repairs	2271	(\$300)	
Gasoline	2272	(\$300)	
Grounds Maintenance	2282	(\$53,755)	
Professional Services/Specialized Services	2310		(\$2,682.00)
Staff Payroll	2310	(\$13,124)	(\$3,855.07)
Insurance	2360	(\$3,500)	
Taxes & Assessments	3530/3550	(\$1,200)	(\$550.34)
Reimbursement for County Adm. Costs	5011	(\$21)	
<b>Total Operating Expenses</b>		<b>(\$77,890)</b>	<b>(\$7,087.41)</b>

<b>Reserves</b>		<b>(\$9,624)</b>	<b>\$0.00</b>
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<b>Grand Total of Operating/Reserves</b>		<b>(\$87,514)</b>	<b>(\$7,087.41)</b>
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<b>Revenue Total minus Operating/Capital/Reserves</b>	<b>Fund Balance</b>	<b>\$731</b>	<b>\$165,017.12</b>
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## PART "E"

APN	Situs Address	Assessment
011-600-001-9	701 BLAKE CT	\$431
011-600-002-7	707 BLAKE CT	\$431
011-600-003-5	715 BLAKE CT	\$431
011-600-004-3	719 BLAKE CT	\$431
011-600-005-0	725 BLAKE CT	\$431
011-600-006-8	731 BLAKE CT	\$431
011-600-007-6	732 BLAKE CT	\$431
011-600-008-4	726 BLAKE CT	\$431
011-600-009-2	720 BLAKE CT	\$431
011-600-010-0	714 BLAKE CT	\$431
011-600-011-8	708 BLAKE CT	\$431
011-600-012-6	702 BLAKE CT	\$431
011-600-013-4	1501 COLERIDGE WAY	\$431
011-600-014-2	1509 COLERIDGE WAY	\$431
011-600-015-9	1517 COLERIDGE WAY	\$431
011-600-016-7	1525 COLERIDGE WAY	\$431
011-600-017-5	1533 COLERIDGE WAY	\$431
011-600-018-3	600 DICKINSON CT	\$431
011-600-019-1	608 DICKINSON CT	\$431
011-600-020-9	616 DICKINSON CT	\$431
011-600-021-7	624 DICKINSON CT	\$431
011-600-022-5	632 DICKINSON CT	\$431
011-600-023-3	640 DICKINSON CT	\$431
011-600-024-1	648 DICKINSON CT	\$431
011-600-025-8	641 DICKINSON CT	\$431
011-600-026-6	633 DICKINSON CT	\$431
011-600-027-4	625 DICKINSON CT	\$431
011-600-028-2	617 DICKINSON CT	\$431
011-600-029-0	609 DICKINSON CT	\$431
011-600-030-8	601 DICKINSON CT	\$431
011-600-031-6	1400 CULLEN DR	\$431
011-600-032-4	1412 CULLEN DR	\$431
011-600-033-2	1424 CULLEN DR	\$431
011-600-034-0	404 EMERSON CT	\$431
011-600-035-7	410 EMERSON CT	\$431
011-600-036-5	416 EMERSON CT	\$431
011-600-037-3	422 EMERSON CT	\$431
011-600-038-1	428 EMERSON CT	\$431
011-600-039-9	434 EMERSON CT	\$431
011-600-040-7	440 EMERSON CT	\$431
011-600-041-5	446 EMERSON CT	\$431
011-600-042-3	452 EMERSON CT	\$431
011-600-043-1	458 EMERSON CT	\$431
011-600-044-9	459 EMERSON CT	\$431
011-600-045-6	453 EMERSON CT	\$431
011-600-046-4	447 EMERSON CT	\$431
011-600-047-2	441 EMERSON CT	\$431
011-600-048-0	EMERSON CT	\$431
011-600-049-8	429 EMERSON CT	\$431
011-600-050-6	423 EMERSON CT	\$431
011-600-051-4	417 EMERSON CT	\$431
011-600-052-2	411 EMERSON CT	\$431
011-600-053-0	405 EMERSON CT 110	\$431
011-600-054-8	502 KEATS CT	\$431
011-600-055-5	510 KEATS CT 112	\$431
011-600-056-3	511 KEATS CT	\$431
011-600-057-1	503 KEATS CT	\$431
011-600-058-9	1436 CULLEN DR	\$431
011-600-059-7	1448 CULLEN DR	\$431
011-610-001-7	1541 COLERIDGE WAY	\$431
011-610-002-5	1549 COLERIDGE WAY	\$431
011-610-003-3	1557 COLERIDGE WAY	\$431
011-610-004-1	1565 COLERIDGE WAY	\$431
011-610-005-8	1671 WILDE DR	\$431
011-610-006-6	1679 WILDE DR	\$431
011-610-007-4	1687 WILDE DR	\$431

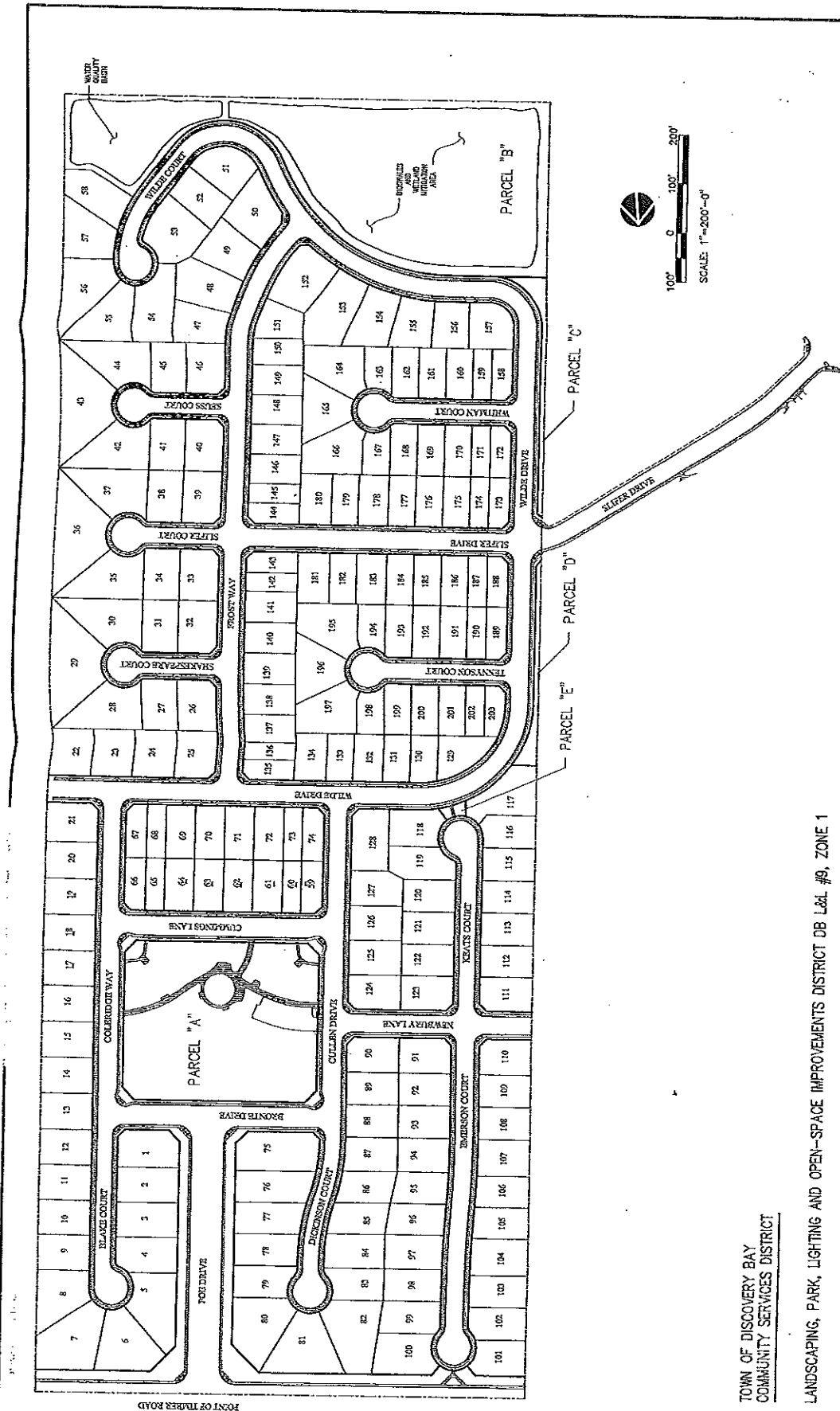
Ravenswood APNs for Tax Roll Year 2008-09

011-610-008-2	1695 WILDE DR	\$431
011-610-009-0	403 SHAKESPEARE CT	\$431
011-610-010-8	411 SHAKESPEARE CT	\$431
011-610-011-6	419 SHAKESPEARE CT	\$431
011-610-012-4	428 SHAKESPEARE CT	\$431
011-610-013-2	420 SHAKESPEARE CT	\$431
011-610-014-0	412 SHAKESPEARE CT	\$431
011-610-015-7	404 SHAKESPEARE CT	\$431
011-610-016-5	501 SLIFER CT	\$431
011-610-017-3	509 SLIFER CT	\$431
011-610-018-1	517 SLIFER CT	\$431
011-610-019-9	524 SLIFER CT	\$431
011-610-020-7	516 SLIFER CT	\$431
011-610-021-5	508 SLIFER CT	\$431
011-610-022-3	500 SLIFER CT	\$431
011-610-023-1	1467 CULLEN DR	\$431
011-610-024-9	4308 CUMMINGS LN	\$431
011-610-025-6	4316 CUMMINGS LN	\$431
011-610-026-4	4324 CUMMINGS LN	\$431
011-610-027-2	4332 CUMMINGS LN	\$431
011-610-028-0	4340 CUMMINGS LN	\$431
011-610-029-8	4348 CUMMINGS LN	\$431
011-610-030-6	1552 COLERIDGE WAY	\$431
011-610-031-4	1568 COLERIDGE WAY	\$431
011-610-032-2	1688 WILDE DR	\$431
011-610-033-0	1692 WILDE DR	\$431
011-610-034-8	1696 WILDE DR	\$431
011-610-035-5	1700 WILDE DR	\$431
011-610-036-3	1704 WILDE DR	\$431
011-610-037-1	1708 WILDE DR	\$431
011-610-038-9	1453 WILDE DR	\$431
011-610-039-7	518 KEATS CT	\$431
011-610-040-5	526 KEATS CT	\$431
011-610-041-3	534 KEATS CT	\$431
011-610-042-1	542 KEATS CT	\$431
011-610-043-9	550 KEATS CT	\$431
011-610-044-7	543 KEATS CT	\$431
011-610-045-4	535 KEATS CT	\$431
011-610-046-2	527 KEATS CT	\$431
011-610-047-0	519 KEATS CT	\$431
011-610-048-8	1460 CULLEN DR	\$431
011-610-049-6	1472 CULLEN DR	\$431
011-610-050-4	1718 WILDE DR	\$431
011-610-051-2	1729 WILDE DR	\$431
011-610-052-0	1725 WILDE DR	\$431
011-610-053-8	1721 WILDE DR	\$431
011-610-054-6	1717 WILDE DR	\$431
011-610-055-3	1713 WILDE DR	\$431
011-610-056-1	1709 WILDE DR	\$431
011-610-057-9	1703 WILDE DR	\$431
011-610-058-7	1812 FROST WAY	\$431
011-610-059-5	1824 FROST WAY	\$431
011-610-060-3	1836 FROST WAY	\$431
011-610-061-1	1848 FROST WAY	\$431
011-610-062-9	1860 FROST WAY	\$431
011-610-063-7	1872 FROST WAY	\$431
011-610-064-5	1884 FROST WAY	\$431
011-610-065-2	4281 SLIFER DR	\$431
011-610-066-0	4284 SLIFER DR	\$431
011-610-067-8	1909 FROST WAY	\$431
011-610-068-6	1745 WILDE DR	\$431
011-610-069-4	4228 SLIFER DR	\$431
011-610-070-2	4236 SLIFER DR	\$431
011-610-071-0	4244 SLIFER DR	\$431
011-610-072-8	4252 SLIFER DR	\$431
011-610-073-6	4260 SLIFER DR	\$431
011-610-074-4	4268 SLIFER DR	\$431
011-610-075-1	4276 SLIFER DR	\$431
011-610-076-9	4273 SLIFER DR	\$431

Ravenswood APNs for Tax Roll Year 2008-09

011-610-077-7	4265 SLIFER DR	\$431
011-610-078-5	4257 SLIFER DR	\$431
011-610-079-3	4249 SLIFER DR	\$431
011-610-080-1	4241 SLIFER DR	\$431
011-610-081-9	4233 SLIFER DR	\$431
011-610-082-7	4225 SLIFER DR	\$431
011-610-083-5	1741 WILDE DR	\$431
011-610-084-3	1737 WILDE DR	\$431
011-610-085-0	104 TENNYSON CT	\$431
011-610-086-8	108 TENNYSON CT	\$431
011-610-087-6	112 TENNYSON CT	\$431
011-610-088-4	116 TENNYSON CT	\$431
011-610-089-2	118 TENNYSON CT	\$431
011-610-090-0	124 TENNYSON CT	\$431
011-610-091-8	130 TENNYSON CT	\$431
011-610-092-6	127 TENNYSON CT	\$431
011-610-093-4	123 TENNYSON CT	\$431
011-610-094-2	119 TENNYSON CT	\$431
011-610-095-9	115 TENNYSON CT	\$431
011-610-096-7	111 TENNYSON CT	\$431
011-610-097-5	107 TENNYSON CT	\$431
011-610-098-3	1733 WILDE DR	\$431
011-620-001-5	603 SEUSS CT	\$431
011-620-002-3	609 SEUSS CT	\$431
011-620-003-1	615 SEUSS CT	\$431
011-620-004-9	622 SEUSS CT	\$431
011-620-005-6	614 SEUSS CT	\$431
011-620-006-4	608 SEUSS CT	\$431
011-620-007-2	602 SEUSS CT	\$431
011-620-008-0	1960 FROST WAY	\$431
011-620-009-8	1968 FROST WAY	\$431
011-620-010-6	1976 FROST WAY	\$431
011-620-011-4	1982 FROST WAY	\$431
011-620-012-2	709 WILDE CT	\$431
011-620-013-0	717 WILDE CT	\$431
011-620-014-8	725 WILDE CT	\$431
011-620-015-5	745 WILDE CT	\$431
011-620-016-3	748 WILDE CT	\$431
011-620-017-1	740 WILDE CT	\$431
011-620-018-9	732 WILDE CT	\$431
011-620-019-7	724 WILDE CT	\$431
011-620-020-5	1917 FROST WAY	\$431
011-620-021-3	1925 FROST WAY	\$431
011-620-022-1	1933 FROST WAY	\$431
011-620-023-9	1941 FROST WAY	\$431
011-620-024-7	1949 FROST WAY	\$431
011-620-025-4	1957 FROST WAY	\$431
011-620-026-2	1789 WILDE DR	\$431
011-620-027-0	1783 WILDE DR	\$431
011-620-028-8	1777 WILDE DR	\$431
011-620-029-6	1771 WILDE DR	\$431
011-620-030-4	1765 WILDE DR	\$431
011-620-031-2	1759 WILDE DR	\$431
011-620-032-0	1753 WILDE DR	\$431
011-620-033-8	208 WHITMAN CT	\$431
011-620-034-6	214 WHITMAN CT	\$431
011-620-035-3	220 WHITMAN CT	\$431
011-620-036-1	226 WHITMAN CT	\$431
011-620-037-9	232 WHITMAN CT	\$431
011-620-038-7	238 WHITMAN CT	\$431
011-620-039-5	244 WHITMAN CT	\$431
011-620-040-3	239 WHITMAN CT	\$431
011-620-041-1	233 WHITMAN CT	\$431
011-620-042-9	227 WHITMAN CT	\$431
011-620-043-7	221 WHITMAN CT	\$431
011-620-044-5	215 WHITMAN CT	\$431
011-620-045-2	209 WHITMAN CT	\$431
011-620-046-0	1749 WILDE DR	\$431
		\$87,493

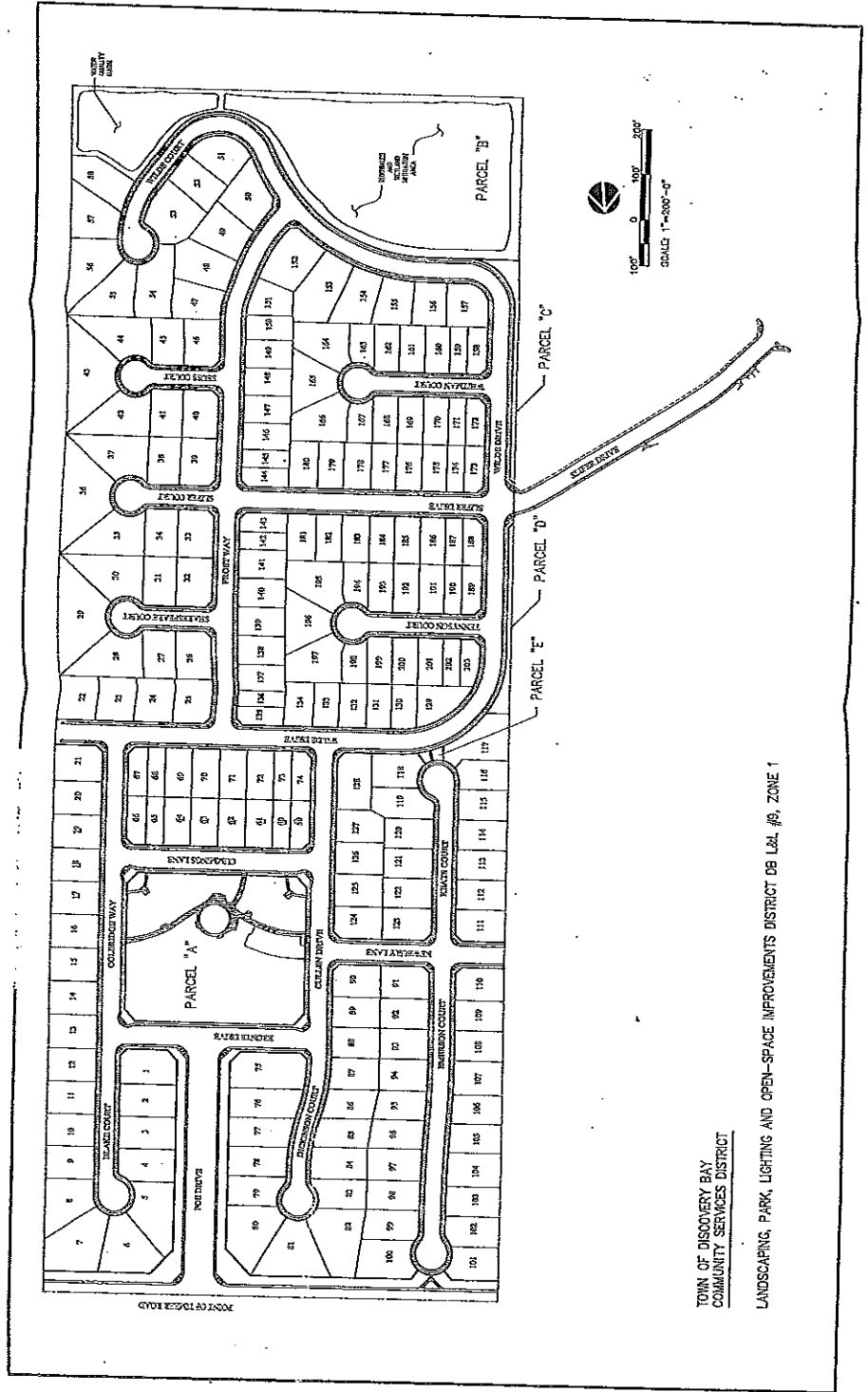
# PART "D"



TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT

LANDSCAPING, PARK, LIGHTING AND OPEN-SPACE IMPROVEMENTS DISTRICT DB L&L #9, ZONE 1

PART "D"



TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT

LANDSCAPING, PARK, LIGHTING AND OPEN-SPACE IMPROVEMENTS DISTRICT DB L&L #9, ZONE 1



**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT  
RESOLUTION 2008-11**

A RESOLUTION OF THE TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT ("CSD")  
BOARD OF DIRECTOR APPROVING THE  
**INJURY AND ILLNESS PREVENTION PROGRAM**  
FOR THE TOWN OF DISCOVERY BAY CSD

**WHEREAS**, the Town of Discovery Bay CSD desires to provide a safe and healthful workplace for employees; and

**WHEREAS**, the Town of Discovery Bay CSD agrees to establish, implement and maintain an effective written Injury and Illness Prevention Program contained in Title 8 of the California Code of Regulations, Section 3203 (8 CCR 3203).


NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT AS FOLLOWS:

1. That the public interest is best served by providing a safe and healthful workplace for the employees of the Town of Discovery Bay CSD; and
2. That the Town of Discovery Bay CSD, in compliance with, Title 8 of the California Code of Regulations, Section 3203 (8 CCR 3203), hereby adopts the attached Injury and Illness Prevention Program.

PASSED AND ADOPTED by the Town of Discovery Bay Community Services District Board of Directors at a regular meeting thereof held on September 17, 2008 by the following vote:


AYES:	<u>4</u>
NOES:	<u>0</u>
ABSENT:	<u>1</u>
ABSTENTION:	<u>0</u>

SHANNON MURPHY-TEIXEIRA

  
\_\_\_\_\_  
President, Board of Directors

ATTEST:

VIRGIL KOEHNE

  
\_\_\_\_\_  
Secretary, Board of Directors



**Town of Discovery Bay Community Services District (CSD)**  
**INJURY & ILLNESS PREVENTION PROGRAM**

**Safety Policy**

*No function of the Town of Discovery Bay Community Services Districts so critical as to require or justify a compromise of safety and health.*

The Town of Discovery Bay Community Services District ("CSD") believes that everyone benefits from a safe and healthful work environment. We are committed to maintain a safe workplace and to comply with applicable laws and regulations governing safety.

To achieve this goal, the Town of Discovery Bay CSD has adopted an *Injury & Illness Prevention Program (IIPP)*. This program is everyone's responsibility as we work together to identify and eliminate conditions, practices, policies and procedures that compromise safety.

To this end, the General Manager and each employee has the authority to take action to prevent mishaps.

It takes positive and genuine effort to ensure a safe work environment. The alternative is wasted money and wasted time due to occupational injuries and illness and their associated pain and suffering.

Our expectations are that everyone will:

1. Do the right thing the first time.
2. Seek to integrate safety into all tasks.
3. Avoid taking short cuts.
4. Take time to ensure a safe workplace.
5. Have a safe and healthy work experience here at the Town of Discovery Bay CSD.

Please join me in striving to achieve our ultimate goal of an injury-free workplace.

---

Virgil Koehne / General Manager

Date

## **Responsibilities**

### **1. Administrator**

The IIPP Administrator is the General Manager who has the responsibility for the implementation, maintenance, and update of this policy, including ensuring that all employees receive appropriate safety training relative to employee's job assignments.

### **2. Employees**

Employees have the responsibility of performing their tasks properly and safely. They are to assure themselves that they know how to do the job properly, and ask for additional training or assistance when they feel there is a gap in their ability, knowledge, or training. They should never undertake any task, job, or operation unless they are able to perform it safely.

## **Compliance**

The General Manager is responsible for ensuring that all safety and health policies and procedures are clearly communicated and understood by all employees.

All employees are responsible for using safe work practices, for following all directives, policies and procedures, and for assisting in maintaining a safe work environment.

The Town of Discovery Bay CSD's system of ensuring that all workers comply with the rules and maintain a safe work environment includes:

- Informing workers of the provisions of our IIPP Program;

## **Communication**

The Town of Discovery Bay CSD shall inform all employees about general safe work practices and specific hazards unique to employee's job assignments.

The Town of Discovery Bay CSD management recognizes that open, two-way communication between management and staff on health and safety issues is essential to an injury-free, productive workplace. The following system of communication is designed to facilitate a continuous flow of safety and health information between management and staff in a form that is readily understandable and consists of the following:

The Town of Discovery Bay CSD has less than ten employees and communicates with and instructs employees orally about general safe work practices and with respect to hazards unique to each employee's job assignment.

Communications shall also include meetings and training programs when required, or deemed necessary by the Town of Discovery Bay CSD.

## **Hazard Assessment**

Periodic workplace inspections are performed according to the following schedule:

- Hazardous checklist to be reviewed quarterly
- Upon adoption of the IIP Program and any subsequent, substantive amendment;
- When we initially established our IIP Program;
- When new substances, processes, procedures or equipment which present potential new hazards and introduced into our workplace;
- When new, previously unidentified hazards are recognized;
- When occupational injuries and illnesses occur;
- When we hire and/or reassign permanent or intermittent workers to processes, operations, or tasks for which a hazard evaluation has not been previously conducted; and
- Whenever workplace conditions warrant an inspection.

Periodic inspections consist of identification and evaluation of workplace hazards utilizing applicable sections of the attached Hazard Assessment Checklist and any other effective methods to identify and evaluate workplace hazards.

### **Accident/Exposure Investigations**

Procedures for investigating workplace accidents and hazardous substance exposures include:

- Visiting accident scene as soon as possible;
- Interviewing injured workers and witnesses;
- Examining the workplace for factors associated with the accident/exposure;
- Determining the cause of the accident/exposure;
- Taking corrective action to prevent the accident/exposure from reoccurring; and
- Recording the findings and actions taken.

### **Hazard Correction**

When a hazard exists, it shall be corrected in a timely manner based on the severity of the hazard and shall be corrected according to the following procedures:

- When observed or discovered; and
- If an imminent danger exists to any employee, the General Manager will remove these employees from the danger at once except those necessary to correct the existing condition.

### **Training and Instructions**

Training and instruction is provided:

1. When the IIP Program is first adopted or substantively amended;
2. To each employee given new job assignments for which training has not previously provided,
3. Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard;
4. Whenever the General Manager is made aware of a new or previously unrecognized hazard;
5. To all employees with respect to hazards specific to each employee's job assignment.
6. To each employee verbally at monthly tailgate discussions/training sessions.
7. On-line, provided for topics pertaining to each employee position.

General workplace safety and health practices include, but are not limited to, the following:

1. Implementation and maintenance of the IIP Program.
2. Emergency action and fire prevention plan.
3. Provisions for medical services and first aid including emergency procedures.
4. Prevention of musculoskeletal disorders, including proper lifting techniques.
5. Proper housekeeping, such as keeping stairways and aisles clear, work areas neat and orderly, and promptly cleaning up spills.
6. Prohibiting horseplay, scuffling, or other acts that tends to adversely influence safety.
7. Proper storage to prevent stacking goods in an unstable manner and storing goods against Doors, exits, fire extinguishing equipment and electrical panels.
8. Proper reporting of hazards and accidents to supervisors.
9. Hazard communication, including worker awareness of potential chemical hazards, and proper labeling of containers.
10. Proper storage and handling of toxic and hazardous substances including prohibiting eating or storing food and beverages in areas where they can become contaminated.

### **Recordkeeping**

The Town of Discovery Bay CSD is a local governmental entity, as defined under the California Labor Code. As such, the Town of Discovery Bay CSD is not required to keep written records of the steps taken to implement and maintain our IIP Program, but shall keep records in accordance with the California Code of Regulations applicable to a private employer.



**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT  
RESOLUTION 2008-12**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY, A  
COMMUNITY SERVICES DISTRICT, CONSOLIDATING THE FIRST AND SECOND REGULAR  
MEETINGS OF THE BOARD OF DIRECTORS IN DECEMBER 2008, AND ESTABLISHING A  
DATE FOR SUCH CONSOLIDATED MEETING**

WHEREAS, pursuant to Government Code § 61044, the Board of Directors of the Town of Discovery Bay ("Town") shall hold a regular meeting at least once every three months; and

WHEREAS, the Board of Directors did establish the date, time, and place of regular meetings with Resolution 00-04 on March 15, 2000; and

WHEREAS, the Bylaws of the Town provide that the date, time, and place of those meetings may be altered by Resolution of the Board of Directors of the Town; and

WHEREAS, the Board of Directors of Town does now desire to alter the date, time, and place of its first and second regular meetings in the month of December 2008.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT THAT:

1. The first and second regular meetings of the Board of Directors in the month of December 2008 are consolidated into a single meeting which shall be held at 7:00 p.m., on December 10, 2008, at the regularly established meeting place.

PASSED AND ADOPTED by the Board of Directors at a regular meeting thereof held on November 19, 2008 by the following vote:

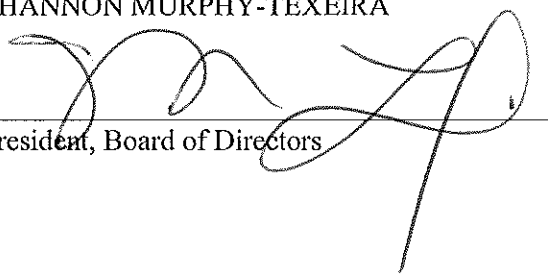
AYES: 5

NOES: 0

ABSTENTIONS: 0

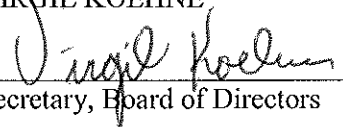
ABSENT: 0

SHANNON MURPHY-TEXEIRA

  
President, Board of Directors

ATTEST:

VIRGIL KOEHNE

  
Secretary, Board of Directors